Inventory of Lake County Lands & Trails Project

Michael Rave &
Wendy Largent

February 15, 2012

APPLICATION FOR GRANT FUNDING

STEP 1 – Applicant and Partner Information

Primary Applicant (Required):
Name of principle individual: Wendy Largent
Name of agency\entity: Lake County GIS
Street: 106 4th Ave E
City: Polson
County: Lake
State: MT
Zip Code: 59860
Contact email address: wlargent@lakemt.gov
Contact fax address: (406) 883-7283
Contact phone: (406) 883-7212
Organizational Unit (if applicable)
Department:
Division:

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Stu Kirkpatrick
Name of Agency: Montana Base Map Service Center
Street: 910 Helena Ave
City: Helena
County: Lewis & Clark
State: MT
Zip Code: 59601
Contact email address: skirkpatrick@mt.gov
Contact phone: (406) 444-9013

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Mike Roberts
Name of Agency: Lake County Parks Board
Street: 106 4th Ave E
City: Polson
County: Lake
State: MT
Zip Code: 59860
Contact email address: parc2007@centurytel.net
Contact phone: (406) 249-5551

Other Project Partners – complete for each partner (copy box as needed):

Name of contact: Billie Lee
Name of Agency: Lake County Community Development Corp
Street: PO Box 128
City: Ronan
County: Lake
State: MT
Zip Code: 59864
Contact email address: lccd@ronan.net
Contact phone: (406) 676-5901

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Matt Seeley
Name of Agency: Mission Valley Rounders
Street: 811 11th Ave E
City: Polson
County: Lake
State: MT
Zip Code: 59860
Contact email address: matt_seeley@skc.edu
Contact phone: (406) 676-5901

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Byron Crow
Name of Agency: Montana Raptor Institute
Street: 5 13th Ave W
City: Polson
County: Lake
State: MT
Zip Code   59860
Contact email address: bcrow_mpi@hotmail.com
Contact phone: (406) 253-1514

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Joel Nelson
Name of Agency: Lake County Planning Department
Street: 106 4th Ave E
City: Polson
County: Lake
State: MT
Zip Code: 59860
Contact email address: jnelson@lakemt.gov
Contact phone: (406) 883-7235

Date Submitted (Required):   Date Received by State:

Descriptive Title of Applicant's Project (Required):

Inventory of Lake County Public Lands & Trails Project

STEP 2 – Relevance and Public Benefit

The purpose of this project is to take an inventory of Lake County assets and use the data to create a plan for upkeep and replacement. The County has a long standing history of being assertive where proactive planning is concerned. Our first county-wide comprehensive land use planning document, the Lake County General Plan, was adopted in 1988. The 2003 Lake County Growth Policy updated and replaced the 1988 General Plan. Our most recent subdivision regulations were adopted in 2010, making Lake County the first county in Montana to develop a county-wide density map to assist in planning for growth within the County. Despite the fact that the County sits primarily within the boundaries of the Flathead Indian Reservation and revenues are based on less than 50% of the property contained therein, the County Commission is dedicated to making the most of its scarce resources, protecting and maintaining its assets and infrastructure and maximizing the resulting public benefit. With the help of two previous MLIA grants, the County has been working to develop its MSDI (Montana Spatial Data Infrastructure) layers. The information collected is critical to planning process, while also making that information more accessible to the public. Lake County has now embarked upon completing a CIP (*Community Infrastructure Plan)* which requires a full inventory of its assets and a long-term plan for their maintenance, development and preservation. This proposal is critical to that work.

Public lands, trails and park structures in Lake County are documented in many different and arbitrary ways. Most of the information is difficult to find and much of it is not documented at all. Having this information readily available, spatially, is not only critical to the County for planning and oversight purposes, but is very beneficial to the public. The proposed funding will enable us to enhance two critical MSDI layers: the parcel layer and the transportation layer. Work in the parcel layer will include completing the ownership code and name fields to show the location of public parks, public lands, and lake accesses. The transportation framework will be further updated by having the County's trails and bike path information GPSed.

The Montana Land Information Plan, Goal 1 states: *"Develop land information data that are consistently collected using all applicable standards."*
 Objectives:
1. **Establish, publish, and utilize standards, best practices, and data dictionaries for MSDI framework layers.**
2. **Develop GIS data for inclusion in MSDI framework layers.**
3. **Develop GIS data that will support the following priority needs: public health & safety, response services, economic development, land use, planning, sensitive resources, or physical infrastructure.**

The information gathered for this project falls within this goal and is in line with all three of the objectives, specifically 2 & 3. The parks board will be able to use this information as a way to plan the development and use of public land, lake access, park structures, and bike paths. Once all of the land, trails and park structures are documented in a database with attributes describing the condition of these properties, it can

then be utilized in ways that promote healthy activities and economic growth. The data will also be shared among all levels of government to include cities, county, tribes, and the state as well as the general public through the NRIS (Natural Resource Information System) portal hosted at the Montana State Library and the Lake County Web map.

STEP 3 – Scope of Work Narrative

Scope of Work Narrative

a. Goals and Objectives

The primary purpose of the **MLIA (MCA-90-401)** is:

To collect, maintain, and disseminate information (in digital format) about the natural and artificial land characteristics of Montana.

As stated, the intent of the Montana Land Information Act (MLIA) is intentionally broad. It recognizes the importance of digital land information for all sectors of Montana society. It also recognizes the need to ensure that digital land information is:

1) Collected consistently – in accordance with standards;
2) Maintained accurately - in accordance with standards;
3) Made available in common ways for all potential uses and users, both private and public.

The primary purpose or goal of this project is to provide the public, all areas of government, both local and state, and the Lake County Parks Board a set of tools or resources for county assets to best determine the uses for specific public sites. This project will optimize the management of each site's resources, and in turn, modernize the Lake County CIP by compiling a consistent and accurate digital record of Lake County Public Lands and Trail Systems. This data will in turn be shared and updated regularly with MSDI Framework stewards as well as with the public, cities and tribe.

Several goals and objectives have been predetermined for this project that range from creating an inventory and classifying public lands to enhance the CIP data, to promoting a more healthy lifestyle by making this data more accessible to the general public through channels at both the state and local level.

Goal 1. Create/Develop a digital inventory of Lake County Public Lands.

Objective. Research and identify Lake County owned public lands and lake accesses.

Tasks
- Meticulously research each record of public lands with plat books, lake accesses book, current ownership feature class, ground truthing, and work with the Planning Dept. & Park Board members to determine its status for the correct ownership code entry.
- Enhance parcels with the most current and accurate information procured from previously mentioned sources using best practices.
- Create digital access to public lands database.

Goal 2. Create information that will provide a foundation for decision-making and planning processes with Lake County Public Lands. Use the information to improve public health & safety, response services, economic development, land use, planning, sensitive resources, and/or physical infrastructure.

Objective a. GPS all existing trails and bike paths on Lake County Public Land (Lake County GIS has no digital record of the trails and/or bike path).

Tasks
- Any and all hard-copy documentation that exists for Lake County's trail networks will be researched in a collaborative effort with the Lake County Park Board to determine their relevance.
- Collect digital spatial data for sites that are shown and/or known (though general knowledge of Park Board members, The Raptor Institute, and The Mission Valley Rounders) to harbor existing trails or bike path via GPS using best practices.
- Create data dictionaries that conform to the MSDI Transportation Framework layer for seamless integration.
- Create metadata that complies with the FGDC guidelines.
- Incorporate the data into the CIP.

Goal 3. Integrate Lake County Public Land data into the following priority needs: public health & safety, response services, economic development, land use planning, sensitive resources, or physical infrastructure.

Objective a. Maintain reliable access/distribution of public land data.

Tasks
- Host new data on the Lake County web map, making it available 24hrs a day.
- Create hard-copy paper maps will be made available to the public through the Lake County Plat Room.
- Publish data to the Montana GIS Portal using FGDC guidelines for metadata.
- Send links for the published data to MSDI framework stewards and Pete Gillard, Tribal GIS Coordinator.

Objective b. Maintain effective stewardship of any created data during the project as defined by the MSDI theme, "the assumption of responsibility of the production, maintenance, integration, enhancement, distribution, coordination, promotion, and support-resources for that data theme".

Tasks
- Maintain any future data changes for Lake County public lands and distribute them accordingly.
- Review any data changes for impact to the CIP and recommend changes to the plan as necessary

The distribution of the newly created public land data will promote awareness of these priceless public sites and increased use of these sites will follow. This data will impact economic development by promoting safe and legal recreation, increasing awareness of recreational sites, and drawing in more tourism to Lake County. Having these public lands, trails and bike paths inventoried will aid in the emergency response to these locations. Documenting these sites digitally will dramatically speed up any site improvement analysis for land use planning with the Lake County Park Board.

Project Schedule

Tasks	Dates
Research & Identification of Public Lands/Trails/Bike Paths	July, 2011 - February 2012
Field work - Ground Truth, GPS Trails/Bike Paths	March, 2012 - August, 2012
Database Production	September, 2012 - December, 2012
Project Integration/Dissemination	January, 2013 - June, 2013
Final Project Report for MLIAC	September, 2013

STEP 4 – Project Management and Organizational Capability Narrative

This project will be performed in conjunction with a project set forth though a Community Development Block grant to complete and Community Infrastructure Assessment and Plan (CIP) for the County. The GIS department is responsible for gathering all county data necessary for the development of a CIP and is comprised of two people, Wendy Thingelstad and Michael Rave.

The majority of the work for this project will be done by Michael Rave. He is a graduate from the University of Montana with a BA in Geography, emphasis on GIS. Before going to school in Missoula, Michael was a unit coordinator at Hutchinson Technology Inc. where he managed employee scheduling and oversaw production. He has 2.5 years of GIS experience with 1.5 being in Lake County. He was hired to help with the day-to-day GIS production as well as to conduct the work necessary to complete a previous project. He is very organized and does an outstanding job of completing the tasks placed before him.

Wendy Thingelstad is the Lake County GIS Coordinator and is a graduate from the University of Montana with a Bachelor's degree. She has two majors, one in Geography, emphasis on GIS, and one in Environmental Studies. She also has a minor in Geology. Currently, Wendy is pursuing a Master's degree in GIS through the Penn State distance-learning program. Wendy has 6 years of GIS experience with three of those years being in Lake County as the GIS Coordinator. She has completed two previous projects that included funding through the MLIA grant and has also been successful in implementing many ways to share the Lake County GIS data with county employees, the public, state agencies and the Tribe.

STEP 5 – Budget Justification Narrative and Tables

The costs for this project include wages, software and fuel. Lake County has a very high fringe benefits cost because we pay employee health care premiums. The software total is for ESRI and Trimble Pathfinder software that is necessary to complete the project. The travel cost is for fuel that will be needed while GPSing trails and evaluating structures. The personnel portion includes, in part, four employees; Information Technology, Accounting, GIS Coordinator, and the GIS Assistant. The fringe for each Lake County employee is 51%. This cost was approved by the Council previously when Lake County was approved for an MLIA grant FY 2012. The costs are based on a 52 week time period and we feel comfortable with the numbers. This is the second year of a two-year project. Many Lake County rescources have been invested for this project this year. It is imperative that Lake County be awarded funding to complete this project. We feel strongly that this is an important project for this county's future planning and economic development as well improving the quality of life for its citizens.

The "Other Share" in the budget is derived from a State Community Development Block Grant (CDBG) and will fund $10,000 for two years starting on July 1, 2011.

Future funding for this project will be minimal. The Planning Department and Commissioners will inform the GIS department of land acquisition as it is acquired. Any new trails and bike paths that may be constructed after the completion of this project can be GPSed rather quickly. GIS personnel will then enter the information into the database and provide copies to MSDI and the tribe. Each Department that has a stake in the CIP will be responsible for their own data once it is gathered and given to them in a spreadsheet format.

Applicant budget summary

Category	MLIA Share	Applicant Share	Other Share	Total
a. Personnel	20,000.00	6,585.83		26,585.83
a.1 Fringe Benefits		17,670.97	10,000.00	27,670.97
b. Travel	700	700.00		1400.00
c. Equipment				
d. Supplies				
e. Contractual				
f. Other-Software		5,125.00		5,125.00
Totals	20,700.00	30,081.80	10,000.00	60,781.80

Project Partner budget summary (provide a separate budget summary for each partner (including subcontracts). See page 6 for a definition of a project partner.

STEP 6 – Statements of Support

Original Statements of Support were sent with the FY 2012 MLIA Grant Application.

STEP 7 – Renewable Grant Accountability Narrative

If the applicant received a FY2012 MLIA Grant for the same project purpose, applicant must file a report documenting the progress made toward meeting the requirements of that grant. The report must include a status report on all tasks or deliverables included in the grant.

Progress report is attached.

STEP 8 – Sign the Application

Authorizing Statement
I hereby certify that the information and all statements in this application are true, complete and accurate to the best of my knowledge and that the project or activity complies with all applicable state, local and federal laws and regulations.
I further certify that this project will comply with applicable statutory and regulatory standards.
I further certify that I am (by my signature) authorized to enter into a binding agreement with the Montana State Library to obtain a grant if this application receives approval.

_____
Name (print or type)

 _____
Title (print or type

_____
Signature and Title of Authorized Representative(s) of Public Entity Applicant

Date_____